

SEATTLE PLANNING COMMISSION
JUNE 26, 2003
APPROVED MEETING MINUTES

Commissioners in Attendance: John Owen, Chair; George Blomberg, Vice Chair; Angela Brooks, Jeanne Krikawa, Lyn Krizanich, Denise Lathrop, Mimi Sheridan, Paul Tomita.

Commissioners Absent: Angali Bhagat, Gregory Davis, Matthew Kitchen, Joe Quintana, Steve Sheehy, Tony To.

Staff: Marty Curry, Executive Director; Barbara Wilson, Commission Analyst.

Guests: Jory Phillips, DCLU; Michael Podowski, DCLU; Tom Hauger, DCLU, Alec Fiskien, OPM; John Rahaim, CityDesign/DCLU; Vanessa Murdock, City Monorail team/DCLU; Martha Lester, City Council; Newell Aldrich, City Council; Bob Morgan, City Council; Sean O'Neil.

Call to Order

Chair John Owen called the meeting to order at 7:45 a.m.

APPROVAL OF MINUTES

Commissioner Krikawa submitted changes to the June 12th minutes. The changes involved a few small corrections to the Commissioner Spotlight. Commissioner Sheridan made a motion to approve the June 12, 2003 Minutes with the changes submitted by Commissioner Krikawa. Commissioner Krikawa seconded and the Commission unanimously approved the minutes.

CHAIR'S REPORT

Waterfront Forum: Chair Owen reminded the Commission of the Waterfront Planning Forum today from 6:00-9:00 pm and Saturday, June 28th, 8:00 am-2:00 pm. He noted that Commissioner Krikawa would be representing the Planning Commission by making an address and welcome on both Thursday and Saturday. He also thanked all who are attending and helping with facilitation roles.

Commission Participation in Planning Director Hiring Process: Chair Owen announced that the Commission would devote much of the July 24 Commission meeting to meeting with the final candidates for the Planning Director position. He also announced that the Planning Commission will have one Commissioner and the Executive Director participate in the interview process.

Summer Meeting Schedule: Chair Owen noted that Executive Committee is recommending keeping our regular meeting schedule during the summer, but considering canceling one of the August meetings if we don't have issues that require immediate action.

COMMISSION BUSINESS:

Executive Committee Proposal

Chair John Owen reported that the Executive Committee is proposing a procedure for the Commission taking specific actions in response to each presentation/briefing to the full Commission. He stated that this may be a letter, recommendations, a request for further information or action, or a statement summarizing the Commission's comments and conclusions. Chair Owen stated that all Commissioners will be asked to help ensure that we are consistent in carrying out this process which Executive Committee members believe will provide clearer documentation of our actions.

Commission Action on letters concerning the Monorail

Chair John Owen noted that two letters have been drafted to follow up on the presentation on Monorail station and station area planning at the June 12 meeting. The letters are to Chuck Kitchener at DCLU on the Draft EIS and to Ethan Melone at SDOT with regard to Station Area Planning. Commissioners reviewed the draft letters, with Commissioner Lathrop noting several editorial changes. Commissioner Sheridan and Krikawa volunteered to look at the final drafts for approval and staff agreed to mail out the final versions.

COMMISSION PRESENTATIONS/DISCUSSION

Housing Choices Project Update

Chair John Owen welcomed Jory Phillips, DCLU Senior Land Use Planner and Mike Podowski, DCLU Planning Supervisor. Mr. Phillips stated that they have made a lot of progress in developing specific legislation for Detached ADU's and Cottage Housing since the Public Forum in March. He handed out and described the timeline for next steps, including both Commission and DCLU briefings of City Council on their respective work.

Jory Phillips stated that the Demonstration Project Evaluation Report is completed and at the printer. The Mayor's senior staff has been briefed on the project and has approved moving forward with the outreach on the Evaluation report and completion of the proposed ordinances. Mr. Phillips is interested in the possibility of a joint briefing to the City Council on the public process results and on the ordinance currently being drafted on Detached ADU's. He also noted that the DADU proposal will receive a SEPA determination in the next week. Commissioner Blomberg suggested that it would be wise to include the public involvement results in the SEPA report as another way of documenting citizen concerns related to environmental issues and how they have been addressed.

Chair John Owen asked where the proposed ordinance is in terms of restrictions and other specific requirements. Mr. Phillips stated that the ordinance will not require design review, will apply to all neighborhoods and will propose application of current code requirements and development standards.

Commissioner Sheridan stated that a plan book for DADU's was critically important in addressing many of the problems and community concerns and noted that there is really very little downside to it. She urged that the DADU is an important first step in expanding housing choices and suggested elements like the plan book should be presented to Council as a part of the package. Mr. Podowski agreed that sample plans are a good idea. He noted that DCLU would prepare a Client Assistance Memo that included a how-to guide that would address things like sensitivity to neighbors. Commissioner Lathrop stated that providing guidance should be a defined piece of the proposal and that a plan book would do that. She said that although a handful of architects were concerned about limits to their creativity, a plan book with a variety of architectural styles can give the needed flexibility to the single family homeowner "developers" that will build DADU's. Mr. Podowski suggested that the how-to-guide should speak to issues like neighborhood context.

Commissioner Owen asked how privacy issues would be addressed without design review. Mr. Podowski stated they would be addressed through development standards. Mr. Phillips said the specific mechanism would be Floor Area Ratio (FAR) standards and height requirements. Commissioner Tomita warned that without an administrative design review or a format for some public notification that the City might find resistance from neighborhoods. Commissioner Blomberg agreed that some type of public notice/notification will be important. Commissioner Krikawa commented that one way to address this issue was through the client assistance memo, which should provide guidelines for addressing privacy and should encourage potential DADU builders to talk to neighbors. Mr. Podowski stated that he liked this common sense approach and that agreed that DCLU would find a way to articulate it in the guidelines.

Commissioner Owen asked if there would be parking requirements. Mr. Podowski responded that there will be parking requirement which will be the same as the current ADU guideline of one required off-street parking space. Mr. Phillips also noted that the Floor-Area-Ratio (FAR) would allow for a garage and storage space and that there is the same lot coverage requirement for a single family lot.

Commission staff Barbara Wilson then gave an update on the status of the Planning Commission's report summarizing the public involvement process and making recommendations. She stated that Councilmember Nicastro staff has been contacted to request getting on the Council's schedule for a briefing on the report and findings in mid July. She also stated that the hope is that the Commission's report will provide a context for

DCLU's presentation of the ordinance. This will give the City Council an opportunity to hear the results of the public process before they are presented with the proposed ordinance.

COMPREHENSIVE PLAN UPDATE

Chair John Owen welcomed Tom Hauger, DCLU Manager of Comprehensive and Regional Planning. Mr. Hauger reported that the Mayor's office is interested in a larger public process for the Comprehensive Plan Update involving a wide variety of stakeholders including neighborhood, business, environmental and other interests. City-sponsored groups operated by a range of City departments will also be targeted to ensure as broad an outreach effort as possible. He stated that Deputy Mayor Tim Ceis is also interested in establishing a larger group of stakeholders to act as a sounding board at key points in the process. He noted that he considers the Planning Commission as the ongoing "advisory group" given the continuity it has provided over time on Comp Plan work, the diverse expertise and connections throughout the community of the Commissioners.

Mr. Hauger asked what the Planning Commission's thoughts were about the public process and Commission involvement. He outlined three places where he would find Commission involvement valuable: 1) acting as an ongoing advisory group to DCLU staff on the process and content work; 2) participating in work sessions regarding specific pieces of the plan, 3) sponsoring public events for targeted constituencies and the public at large.

Tom Hauger also reported that his staff is working on a resolution to City Council that will outline the process for the Comprehensive Plan update. Marty Curry suggested it would be appropriate for the Planning Commission to review and comment on the draft resolution. She added that being involved in the outreach and public involvement was also a good role for the Commission. Mr. Hauger also suggested that the Planning Commission should review the Comp Plan Monitoring report again now that it is complete.

Commissioner Blomberg noted that a "sounding board" is a good idea, adding that environmental groups will have specific concerns. Mr. Hauger reiterated his belief that the Planning Commission is the best ongoing advisory group, but agreed that the sounding board will help to bring a wider stakeholder perspective, expand the constituency for the Comp Plan and involve key stakeholders in considering changes to the plan. Commissioner Sheridan asked about the neighborhood plans in the update process, noting that she keeps hearing a variety of people talking about the Comp Plan updates as if they will involve neighborhood plans. She noted her concern that this process would involve neighborhood plans. Commissioner Owen stated that outreach should be done into neighborhoods and the issue should be addressed regarding at what point changes in a neighborhood affect the neighborhood plan.

Mr. Hauger stated that the initial staff work for public outreach is happening now and through the summer and the public outreach process would kick off in the fall.

Chair John Owen suggested that Mr. Hauger be scheduled for an upcoming Executive Committee discusses the resolution and the Comp Plan Monitoring report. Ms. Curry also suggested that staff will provide information on the Commission's workload and resource commitment so that the Executive Committee can factor this into the proposed public outreach schedule.

Commissioner Jeanne Krikawa suggested that work on various Comp Plan elements should not be completely segregated and that the Commission should make sure it considers how to ensure they are integrated. How the elements fit together is most important and gives a broader context. Chair Owen reminded Mr. Hauger that he mentioned at a previous briefing wanting to make the Comprehensive Plan more useful, an admirable goal to keep in mind throughout this process. In closing Chair Owen stated that the Commission would schedule a meeting for Mr. Hauger and the Executive Committee and other interested Commissioners to do give input on the draft resolution.

Introduction of City's Monorail Station Area Planning Lead

Chair John Owen welcomed John Rahaim, City Design/DCLU and Vanessa Murdoch, the newly hired Station Area Planning Coordinator for the City. Mr. Rahaim introduced Ms. Murdoch, noting that she brings tremendous experience from her earlier work at the Design Commission and at Pacific Rim Resources where she was involved in a number of major projects and public involvement processes. Ms. Murdoch will begin in early July and will lead the City's station area planning process. Two additional station area planning staff will be hired and managed by Ms. Murdoch.

John Rahaim outlined three steps to the station area planning process, 1) a background report, 2) the urban design assessment and 3) the station area planning action plans. He stated that the City has not developed a detailed public outreach process and so far it has have relied on the Monorail public meetings to get information out and interact with the community. The station area planning process will be a City-sponsored process, with a number of ways for involving community members, including potential fall meetings.

Commissioner Mimi Sheridan asked how the neighborhood plans are being reconciled with station area planning. Mr. Rahaim responded that the neighborhood plans would be used as a base in the background report. Commissioner Lathrop noted that in many cases on a few amendments to neighborhood plans may be needed, but that a few areas do not have neighborhood plans. She also noted that it has been clear in community meetings that the Monorail does not want to get into discussions about integrating stations into private development, and focus primarily on building their facilities with the fewest impacts. She

expressed concern that the agency has not addressed transit oriented development or other development opportunities. Mr. Rahaim acknowledged this concern, noting that the Monorail has intentionally tried not to raise expectations that they can do more than develop a good transit facility. He noted that the City's station area planning process encompasses urban design assessment and planning around the stations. Commissioner Lathrop also suggested looking at opportunities to accomplish neighborhood plan goals. She is concerned about the real issues of neighborhoods, noting that you cannot look at the impact of the monorail without looking at a bigger context. This is true for both the guideway and the station locations. Mr. Rahaim noted that the urban design work needs to demonstrate to the neighborhoods and the Monorail how stations can physically enhance/ or not the community. He also stated that the City must look at how density can be integrated into communities and that in some places the monorail will define a place whereas in other places the impact will be less. He said that Lesley Bain will help with this creation of an urban design vision.

Commissioner Krikawa asked how these suggestions and the SAP process will interface with the EIS process. How do we make sure these ideas get reflected in the EIS? Commissioner Owen stated that three things should come out of this process; inform station design, inform the EIS, and update the neighborhood and infrastructure plans. He suggested a charrette sponsored with the neighborhood plan stewardship groups and other key interests around monorail stations by the second week of September. This timing would allow them to influence the EIS. Commissioner Sheridan agreed and stated that this timing is important for assigning mitigation. Commissioner Owen stated that we really learned a lot from Sound Transit, and that it was actually a very good station area planning process with great urban design concepts. There were things that interrupted a great planning effort for awhile but that we should not dismiss the excellent SAP work that was done instead the City, the Commission. The Monorail should take lessons from that process because a lot was done right.

Commissioner Owen also stated that the background report was well done. Commissioner Lathrop suggested that the report should be sent out to the stewardship groups very soon. Ms. Curry suggested that we need to define the first steps in the public process – meeting with stewardship groups and charrettes, working with the Monorail and the community.

Commissioner Krizanich asked if first we should answer the question of how the EIS, the station area planning (SAP) and Monorail design processes relate to one another. Commissioner Blomberg agreed that this does need to be laid out and that it will help identify the opportunities you do not want to foreclose and concerns that need to be addressed. Commissioner Krikawa suggested that the SAP neighborhood charrette begin moving forward now so its results can be included in comments on the DEIS. Commissioner Lathrop agreed and stated that the charrettes would illustrate a range of alternatives for planning around the stations.

This would give the neighborhoods a way to focus their comments on the EIS and on what issues and impacts are important. Chair Owen asked staff to write a memo of support urging intensive early actions and suggesting City sponsored neighborhood station area planning charette workshops in early September. The memo should also reiterate that the Planning Commission is committed to participating.

PUBLIC COMMENT

Sean O'Neil introduced himself. He stated that he is a senior at Seattle University and that he has applied for the Planning Commission "Get Engaged". The Commissioners welcomed him and introduced him to Angela Brooks who is the Commission's current "Get Engaged" member and candidate for a regular seat on the Commission. There was no other public comment.

ADJOURN

Commission Chair John Owen adjourned the meeting at 9:15 a.m.